

TOWN OF BURKE TOWN OF BURKE BOARD MEETING MINUTES June 17, 2015

Board members in attendance: Chairman Viney, Supervisor Berg, Supervisor Stieren and Supervisor Truitt. Supervisor Nimmow absent. Also in attendance: Brenda Ayers, Clerk/Treasurer; Ron Kurt, Public Works Lead; Kim Peterson, Deputy Clerk/Treasurer. See attached list for other interested parties in attendance.

ALL AGENDA ITEMS ARE SUBJECT TO POSSIBLE ACTION

1) ADMINISTRATIVE

- a) It was determined that a quorum is present and that the meeting was properly posted.
- b) The meeting was called to order at 6:00 p.m.
- c) The Pledge of Allegiance was recited.
- d) Public Hearing regarding the transfer of ownership of Utility District 2 (Eagle Crest) and Utility District 6 (Zeier) from the Town to the City of Madison effective July 1, 2015. A gentleman in the audience asked what the above was about. Ayers explained that the City approached the Town back in 2014 to take over the districts. (See December 17, 2014 minutes for more information). No other public comments.
- e) Public Hearing on Liquor License Renewals. No comments.
- f) Approval of minutes from the May 13 and May 20, 2015 Board meetings. Berg asked to have item 3a, third line from the bottom changed from "it" to "homelessness" on the May 20, 2015 minutes. Motion: Berg/Stieren to approve minutes from the May 13 and May 20, 2015 with revision correction to the May 20th meeting. Motion carried.
- g) Public Works report. Ayers reported for Kurt that in October of 2014 Terry Jacobson at 5347 Regal Road requested the Town look at her driveway because of drainage issues stemming from the 2009 road projects. Ayers noted it was hard to make a determination of what the homeowner was told because there was different staff and engineers at that time and no history. Kurt and the Lew Kollmansberger, Town Engineer looked at the driveway this spring and could not make a determination on the best fix. They would need to shoot grades and do a survey in order to get a better idea. The general consensus of the Board was to allow up to \$2,500 for a complete engineering report to include grade and survey information.
- h) Clerk/Treasurer report. Ayers reported July 8th she will be attending an electronic poll book demonstration at the City of Sun Prairie. July 9th she and Ron have a meeting with the City of Madison for 2016 road projects. The week of July 12th she will be attending the seminar for the Clerks Institute in Green Bay. Ayers also advised the Board that the Assessor's contract will expire at the end of 2015 and asked if the Board would like it to be put on for the July agenda. The Board advised Ayers to contact the Assessors to find out costs and have a contract put together as they are satisfied with their performance. She also addressed the Board asking for a signature from Viney as her supervisor for her nomination papers to be nominated for the Director At Large position with the WMCA. She indicated she currently serves on the Chair of the Finance Committee. If she is elected she advised that there were a total of 4 meetings in Plover per year. Viney

asked how the meeting fell. She indicated that they are quarterly. He also added he was happy that she was getting involved and that it would be beneficial for her position and he would sign it.

- i) Finance Report. Cash on Hand was included in packets.
- j) Approval of Bills. Board members reviewed the bills and signed the Town Approval cover sheet for check numbers 27567-27610 and payroll related disbursements numbered 3437-3465.
- k) Public Concerns: Public's opportunity to speak to the Town Board about any subject that is not a specific agenda item. Alan Romeis from Portage Road asked the Board for an agricultural fireworks permit to scare the crows, raccoons and other vermin from his garden. He indicated that he is in good standing with his neighbors and has had one in the past. Ayers advised that he would need to come to the Town office when we are open to apply for a permit and then it would be placed on the next agenda for formal action. Another gentleman asked if the Town were considering any road improvements on Vernon Road because of the new church and school being built in the City of Madison. Ayers is indicated that she is meeting with the City regarding future road projects however it was not anything that had been brought to her attention.

2) NEW BUSINESS

- a) Resolution 06172015A Vacating Burke Utility District Nos. 2 and 6 and Approving Entering into an Intergovernmental Agreement Relating to the Acquisition of Burke Utility Districts Nos. 2 and 6. Plan Motion: Berg/Stieren to approve resolution 06172015A Vacating Burke Utility District Nos. 2 and 6 and Approving Entering into an Intergovernmental Agreement Relating to the Acquisition of Burke Utility Districts Nos. 2 and 6. Motion carried.
- b) 2015 Chip Seal bid opening and possible award thereof. Motion: Stieren/Truitt to award Scott Construction the 2015 Chip Seal project for \$105,898.40. Motion carried.
- c) Resolution 06172015B Conditionally Authorizing the Termination of the IGA for EMS Services. Motion: Berg/Truitt to approve Resolution 06172015B Conditionally Authorizing the Termination of the IGA for EMS Services. Motion carried.
- d) Ordinance 06172015 Relating to the Sale of Fireworks. Ayers received a request for a traveling stand. She advised the Board of the current ordinance. It is only allowed for civic organizations, agriculture, government and fair boards. The person asked how Cornellier was able to build a store and sell fireworks in the Town. No one was able to find information as to how that came to be. Ayers said she has spoken with Attorney Hughes regarding the matter. Hughes recommended adding an amendment to the current ordinance allowing Cornellier's business to continue because it is a permanent structure. The person requesting to sell the fireworks has been allowed to only sell the legal, ground type of fireworks per Ayers. Truitt asked what the concern was since people are not allowed to shoot them off, why would the Town allow them to be sold. Motion: Truitt/Stieren to adopt an amendment to only allow the sale of fireworks in a permanent structure to be added to the ordinance. Berg Nay. Motion carried.

- e) Cost sharing agreement with the City of Madison for the chip sealing of Hoepker Road, Bunny Hollow and Forest Oak Drive in 2015. Motion: Stieren/Berg to approve the cost sharing agreement with the City of Madison for the chip sealing of Hoepker Road, Bunny Hollow and Forest Oak Drive. Motion carried.
- f) Estimates received for park shelters, roof replacement and new cement pad and possible authorization of work. Stieren reported that proposals were submitted at the April board meeting. Ayers advised that bid proposals are much different from that of bid packets she has done in the past. Trusses have to be specified as well as all materials. Stieren indicated they had received estimates from Cleary Building and had originally requested that two shelters be built this year. However since there is the expense of supplying the shelter with picnic tables, trash receptacles and a cement pad it would be more cost effective to do one. He also noted that it is important the roof on the Ledges shelter be replaced this year and the estimate received was for \$2,580.00 compared to the \$6,900.00 for a metal one. He felt the metal roof is excessive. Shingles would last the rest of the Town's existence. Viney noted that all shelters should be consistent. Berg added that the metal roof was considered because it was less maintenance.
- g) Renewal of Liquor, Cigarette and Operator's licenses. Motion: Berg/Stieren to approve the renewals of licenses and operators from the June 12, 2015 notes to the Board. Motion carried.

3) OLD/UNFINISHED BUSINESS

- a) Update on Land Division/Sub Division code revision. No update.
- b) Update the UWHC at The American Center Project. Ayers advised the Board that the project is near completion and they are finishing the final punch list of items.
- c) Update on Charlotte's Walk Pond 2 un-named tributary (BB1) study. No update.

4) COMMITTEE REPORTS (AS APPLICABLE)

- a) Plan Commission. Berg reported that at the June 10th meeting they approved recommendation to the Town Board regarding resolution 06172015A.
- b) ETZ Committee. Ayers reported the next meeting will be July 13, 2015 at the Town of Vienna to discuss ordinance revisions. She also reported that Dean Baker will be taking over for Rachel Holloway at the Village of De Forest. Holloway is no longer with the village.
- c) Parks Commission. Stieren reported that they will be meeting Wednesday, June 24th to discuss bids.
- d) NECC No meeting until August.

5) NEXT MEETING DATE July 15, 2015 at 6:00 p.m.

6) ADJOURNMENT Motion: Stieren/Berg to adjourn. The meeting adjourned at 7:18 p.m.

By: Kim Peterson, Deputy Clerk/Treasurer 7/8/2015